

CIO 508 Taskforce Minutes

May 19, 2009

Attendance

| | |
|--|---|
| <u>Members</u> <ul style="list-style-type: none">• Dennis Papula• Gladys Poindexter• Dan Perkins• Michael Poindexter• Dan Lawless | <u>Members</u> <ul style="list-style-type: none">• Terry Weaver• Luis Medina• Barbara Holzworth• Mark Buchko• Lorraine Cornish |
| <u>Committee Chairs</u> <ul style="list-style-type: none">• Quentis Scott | <u>Invitees</u> <ul style="list-style-type: none">• None |

Decision Summary

| Decision Taken | Record of Vote |
|-----------------------------------|----------------|
| Approval of April Meeting Minutes | Unanimous |
| | |
| | |

Meeting Minutes

- I. Opening Actions
 - a. Minutes Approval
 - b. Committee Reports:
 - c. Report on Actions
 - a. Dennis Papula – Social Networking Policy
 - b. Lorraine Cornish – Excel Checklist
 - d. Open Discussion
 - a. Dan Lawless requested solutions for receiving non-accessible docs from CAO. To follow-up during June meeting.
- II. Decision Briefings – None
- III. Information Briefings
 - i. Dan Perkins reported on a successful Industry Day. 20-25 vendors were represented and would likely participate in upcoming BPA posting. 09
 - ii. Dan Perkins reported that the BPA has received comments. Revisions are being incorporated and we are finalizing the SOW. Acquisition plan expected completion by the end of May. Procurement will likely be during the month of June.
 - iii. The 508 testing protocol comments were finished by members Lorraine, Quentis, Terry Weaver - Laura Clark (OGP) and Barbara Holzworth. Final document in preparation.
 - iv. Dan Perkins is currently reviewing Quickr, Notes and GSAOLU for accessibility and 508 compliance. We would like to use Quickr as a collaboration space, but the members agreed that we cannot use technology that is not accessible to everyone. Since Dan is blind, we must ensure that Quickr is accessible to him before we decide to use it to post documents and collaborate.

CIO 508 Taskforce Minutes

May 19, 2009

- v. Quentis Scott requested volunteers to participate as members of a Sub-committee who will review the 508 Directives and 508 Handbook of Procedures. Luis Medina, Michael Proul, Dan Perkins, Quentis Scott , Larry Sampson, and Terry Weaver will comprise the committee.

- IV. Closing Actions
 - a. Review of follow-up actions

Action Items

| Number | Action Item | Name | Due Date |
|--------|--------------------------|------------------|----------|
| 1 | Social Networking Policy | Dennis Papula | June 09 |
| 2 | Excel Checklist | Lorraine Cornish | June 09 |
| | | | |